



**Delaware Bicycle Council
June 8, 2016
DelDOT Administration Building
Meeting Notes**

Members Present

Fred Breukelman, Dept. of Public Health Rep.
Walt Bryan, Sussex County Representative
Fran Cardaci, At Large Representative
Tom Felice, DelDOT Representative
Tom Hartley, Chair & Kent County Representative
Richard Klepner, Office of Highway Safety
Mike Krumrine, DNREC Representative
Marty Lessner, Council on Transportation
Roger Roy, At-Large Representative
Mike Tyler, At-Large Representative
Amy Wilburn, At-Large Representative
James Wilson, At-Large Representative

DelDOT Support Staff

Anthony Aglio, Planning Supervisor, DelDOT
Drew Boyce, Director of Planning, DelDOT
Annie Cordo, Deputy Attorney General, DelDOT
John Fiori, Bicycle Coordinator, DelDOT
Kari Glanden, Support Staff, DelDOT

Members Absent

Sgt. George Heberling, DE State Police Representative
Jim Ireland, Trails & Greenways Council

Guests

Leah Kacanda, City of Wilmington Planning
Beverly Suarez-Beard
Dave Gula, WILMAPCO
Chris Asay, Dover Bike/Ped Committee
Chris Sylvester, Century Engineering
Pat Pepe

I. WELCOME

The meeting was called to order by Tom Hartley and introductions were made to all members and guests.

The board was informed of the new door policy that we must follow. The doors will only be unlocked from 4:30pm until 5:15pm. Anyone else arriving after the time will need to call Tom's cell phone and a member from the staff will escort them inside.

Marty's role as a Council on Transportation member is to oversee the Capital Improvement Program for the State of Delaware and to be a general advisory member of the council.

Marty informed the council that October 16th is the Governor's Bicycle ride. The route is still being determined.

Minutes/Agenda Review and Approval:

Walt Bryan made a motion to accept the minutes with the change add Marty Lessner as a participating member by phone and removal of Ted Williams as an absent member. Also mentioned attachments were sent electronically and note that the recorder had a malfunction. Motion was seconded by Tom Felice. No one opposed. Motion passed.

II. Old Business

Agency Staff Remarks:

Mike Krumrine gave an update on a project with the City of Rehoboth to install marker posts throughout the city. They will be used to guide cyclists to the Junction Breakwater Trail and the Gordon's pond trail. The bike at the beach maps have been added to the posts to assist them. The post can be found at various intersections.

The grand opening of the C&D Canal will be June 15th at 10:00am. Tom Hartley asked if a ride would be taking place for the trail opening. Tom asked that members of the council be present for the opening and lead the ride if there was a need for that. There is a dirt road portion next to a gully that was brought in question to when it will be paved. (It was noted to check with Jeff Niezgoda about when this pavement portion would be completed.)

Mike also sent out a link to the council called Park Finder, it is parks application that can be used on your phone. It has walking, biking, horseback riding trail locations. Mike asked the council to navigate through the application and provide comments on it.

Council on Greenways & Trails

Jim Ireland was not present for an update.

Grant to the Town of Bridgeville:

John Fiori advised the council that the invoice from Bridgeville has been received in its intertie and it has been submitted to our finance department for processing. As soon as it is processed the Town will receive the \$10,000.00 grant. The grant was used for the design of a shared-use path to connect from an existing shared-use path from Heritage Shores to Town Library and little league complex.

III. NEW BUSINESS

Budget:

The budget was increased to \$40,000.00 for the 2017 fiscal year. The bulk of the funding will go to the innovation grant. The breakdown sheet shows the grant for \$24,000.00, the primary difference is the larger amount of grant money. The remaining funds will be allocated with \$3,500.00 to bike month supplies; \$7,000.00 for the Safety Program and lights; \$3,500 to Travel/Professional Development; and \$2,000.00 for Future Projects.

Delaware Bicycle Council FY2017 Budget	
Vendor	FY17 Authorization
Bike Month	\$3,500.00
Cycling Infrastructure Grant Program	\$24,000.00
Safety Program / Lights	\$7,000.00
Travel	\$3,500.00
Future Project	\$2,000.00
TOTAL	\$40,000.00

Roger Roy made a motion to pass the budget, the motion was second by Tom Felice and there were zero objections. The council can revise/approve the budget if it is determined that the council will not be permitted to use state funds to fund non-essential out of state travel for DelDOT employees.

Amy suggested a small amount of funding be available to requests from the public that the council receives, in which \$2,000.00 was allocated under Future Project.

A discussion took place about sending a few people to the Pro Walk/Pro Bike conference. Members of the council feel it's very valuable to send one or two people to the conference and have the council pay for this from our travel/professional budget. A cost of the conference needs to be submitted to the council before it is voted on by the council. The council was to determine the cost for the conference. Annie will look up what the council is allowed to pay for per OMB regulations. She will have an answer in a week and it will be reported to the council. The person who attends the conference on behalf of the council will be asked to give a synopsis to the council when they return. The budget for the conference is not to exceed \$4,500.00. A motion was made by Roger Roy to send a letter to Rob McCleary on behalf of the council to send a delegate or delegates to the Pro Walk/ Pro Bike Conference. The motion was second by James Wilson. Fran noted that the letter was to be amended per comments; Tom Hartley agreed to make the noted changes. All were in favor, no one opposed, motion passed.

Anthony also asked that any letters or things that need to be voted on be submitted to the council prior to the council meeting not submitted for first look and vote during the meeting that is taking place.

Review/Approve Innovation Grant Letter:

The latest version of the Innovation Grant letter was passed out to the council for review. Anthony Aglio also noted that DelDOT needs to review the letter. A motion was made by Marty Lessner to delegate authority of writing the letter to the Chair of the council that will also work with DelDOT representatives to finalize the letter in the general form without having to return to the council for final approval. James Wilson second the motion. All were in favor, no one opposed, motion passed.

Discuss vacant Department of Education Council Member:

Tom Hartley advised the council he had composed and sent a letter to the Department of Education looking for a motivated council person for safe routes to school, physical education, life skills, etc. to please send a representative on their behalf.

Cabinet Committee on State Planning:

The council has been advised that they should be submitting a report annually to the Cabinet Committee on State Planning. Annie Cordo advised Tom of the requirement to submit a report to the committee, a verbal report at a meeting is sufficient. It can be any person from the council may give the report. Annie will let Tom know when the next meeting is. A written report can also be submitted.

Biking in Wilmington/ Bike Share Feasibility Study:

Leah Kacanda presented the Wilmington Bike Share Feasibility Study to the council. Handouts were given to the council. Attachment #1 The City of Wilmington would like a letter of support from the council for the bike share program to be sent to the Mayor's office. Amy Wilburn offered to write the letter and bring to the next council meeting for the member's to vote on.

Leah also presented a map about bike boxes and explained this is not accepted by Federal Highways at this time. DelDOT and the City of Wilmington will perform a study on bike boxes to determine how bicycles and motorists act towards one another when these facilities are in place.

IV. Updates:

Delaware Bicycle Council 10 Priority Projects Update

John Fiori gave an update on some of the bike projects. The Senator Bikeway concept plan is being worked on. They are working with the Dover Bike/Ped Sub Committee on prioritization of the improvements they want constructed. When they get direction from the Bike/Ped Sub Committee then it has to go through the City of Dover Safety Committee. Once the committee makes their recommendation, then the first priority project will begin design. For the Newark protected bike lane, we are still working with the City of Newark. DelDOT has a Pave & Rehab of that roadway and is aware of the protected bike lane project. Junction Breakwater Trail extension has the concept plan completed. There was a meeting with the City of Rehoboth's Safety and Transportation Committee on what option the City wants to pursue. Option 1 is the trail behind the museum, along the park to Henlopen Avenue and Option 2 is to extend along Route 1A to Grove Street to Henlopen Avenue. The Georgetown-Lewis Rail next to Trail – Phase 1 is currently under construction in the City of Lewes. Phase 2 from Minos Conaway to Old Orchard road is having concept plans prepared by Century Engineering.

Intersection of Rockland Road and Greenway safety considerations

A Power Point presentation was prepared by Beverly Suarez-Beard concerning bicycle and pedestrian safety at the intersection of Rockland Road and West Park Drive. Beverly, Pat Pepe and Amy Wilburn presented the power point to the council and described safety hazards and conditions at the intersection of Rockland Road and West Park Drive. The stop signs are getting ignored and it's a dangerous location with the signage as it is. Amy is asking for better signage and possibly a light similar to the one at

Brandywine High School which is triggered by bicycles. The council voted to support asking DelDOT Traffic to look at this area to see if something can be changed. John Fiori will start this process for the council.

Mike Tyler mentioned there was repaving on Dairy Farm Road but no shoulders or bike lanes were being added. This section is a part of Bicycle Route 1.

The council asked DelDOT to look at an issue with rumble strips along the Vineyards on Route 9. The strips are 16 inches wide and not the “bicycle friendly” narrow, shallow ones that are to be used per DelDOT’s new standard. The existing rumble strips are getting rough and hard to ride over. Drew Boyce asked John Fiori to make a note to look into this issue.

The City of Lewes has been recognized by the League of American Bicyclists (LAB) at a Bronze level. Mike Tyler has asked John Fiori to meet with them on how to move this status to Silver.

The Lewes bike parking lot has been approved for 72 spaces to park. This will also include a sidewalk for people to walk to the bridge and cross.

V. Public Comment

There were no public comments.

VI. ADJORN

Motion to adjourn the meeting was made by Marty Lessner and second by Tom Felice. No one opposed. Meeting adjourned at 7:15pm.

NEXT MEETING: Wednesday August 3, 2016